

FINAL



26 Church Street Church Piece Charlton Kings Cheltenham GL53 8AR

PUBLIC NOTICE OF MEETING AND AGENDA AS CIRCULATED TO ALL MEMBERS OF CHARLTON KINGS PARISH COUNCIL'S COMMUNITY DEVELOPMENT COMMITTEE

Membership: Cllrs Honeywill (Chair), Cockwill, I Gosling, Grimshaw, Hall, Hodges, Holt, Johnson, Lansley, Munro, O'Sullivan, Palmer, Parnham, Reid, Smith and Williams.

COMMUNITY DEVELOPMENT COMMITTEE

Thursday, 8th July 2021 at 7.00 pm

You are hereby summoned to a meeting of the Community Development Committee to be held on **Thursday, 8th July 2021 at 7.00 pm** in the Stanton Hall, Church Piece, Charlton Kings, GL53 8AR.

Joanna Noles

Mrs Joanna Noles
Clerk to the Parish Council
1st July 2021

The legislation that permitted virtual meetings ended on 7th May 2021 so we are now required to hold all in-person meetings for Full Council and all Standing Committees. Members of the public are permitted to attend these meeting subject to the following points.

- The COVID-19 socially distanced capacity for the venue is assessed for each meeting, taking into account the number of Councillors and staff members who will attend the meeting. On this basis, the number of members of the public who may be admitted to this meeting is 6. Access is given on a "first-come-first-served" basis and we cannot admit more than the stated number to the meeting.
- Members of the public who wish to attend the meeting must form a socially-distanced queue at the main entrance to the Stanton Hall (by the Library) until they are given access to the building by a Councillor or member of staff immediately prior to the start of the meeting.
- Members of the public must wear face masks at all times, unless exempt from doing so under current government legislation, and use the hand-sanitizer provided at the entrance. They will be asked to provide their name and contact details on entry.
- Members of the public must proceed as directed to their seat at the meeting and remain in it until the end of the meeting.
- A Councillor or member of staff will direct members of the public to leave, one-by-one, in a socially-distanced way at the end of the meeting.
- MEMBERS OF THE PUBLIC WHO FEEL UNWELL MUST NOT ENTER THE BUILDING. You must return home and follow government guidance.
- IF YOU ARE IN A VULNERABLE CATEGORY, OR OVER 70, YOU ARE ADVISED THAT YOU ENTER THIS BUILDING AT YOUR OWN RISK.
- If members of the public do not feel comfortable attending a face-to-face meeting they may submit any questions or comments in advance by 9.00 am on the day of the meeting to clerk@charltonkingsparishcouncil.gov.uk

AGENDA

01/21/22 Recording and filming of meetings The Chair will ask all those present if any member of the public is intending to record or film the meeting.

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- 02/21/22** **Apologies** to be received.
- 03/21/22** **Declarations of interest** To receive declarations of interest in respect of any agenda items below (Localism Act 2011)
- 04/21/22** **Minutes of the last meeting** To approve the minutes of the Community Development Committee meeting held on 19th April 2021 (previously circulated) as being an accurate record of the meeting and to consider any Matters Arising not covered elsewhere on the agenda.
- 05/21/22** **Election of Vice-Chairs** The Committee to appoint Vice-Chairs for 2021/22
- 06/21/22** **Terms of Reference** To review the Terms of Reference for the Committee (previously circulated) and agree any recommended changes for consideration by Full Council
- 07/21/22** **Structure and way of working of the Community Development Committee** To review the Committee's structure and way of working and make a recommendation to Full Council if appropriate
- 08/21/22** **Annual Action Plan** To review and update the Annual Action Plan for 2021-22 for the Committee (previously circulated), note progress to date and identify ongoing actions
- 09/21/22** **Schedule of Maintenance** To review the list of maintenance tasks that fall under the Community Development budget (previously circulated)
- 10/21/22** **Community Development Officer** To receive an update regarding recruitment for this new role
- 11/21/22** **Any other business** To report on any other matters for information.
- 12/21/22** **Items for the next meeting** To confirm the action points required prior to the next meeting.
- 13/21/22** **Date of next meeting** The next meeting of the Community Development Committee is scheduled for Monday, 15th November 2021.

Please be aware that this meeting may be filmed or recorded.

Date of next meeting: Monday, 15th November 2021, 7.00 pm